

# Frequently Asked Questions for City of Newburgh Owned Properties



## **HOW DO I GET INFORMATION ON City of Newburgh OWNED PROPERTIES?**

The easiest way is to refer to our website [www.cityofnewburgh-ny.gov](http://www.cityofnewburgh-ny.gov), choose "Department of Planning and Development". There you can see the current promotions for property sales. There is an information sheet for each parcel and an application with instructions. All of this information is kept current on the web. It is also available at the Department of Planning and Development office.

## **WHEN IS THE AUCTION?**

At this time we do not have an auction scheduled. Please pick up a list of City of Newburgh-owned properties available for purchase at the Department of Planning & Development or on our website [www.cityofnewburgh-ny.gov](http://www.cityofnewburgh-ny.gov).

## **ARE THERE FUNDING OPPORTUNITIES?**

Any funding opportunities would be listed individually on the spec sheets for that property. At this time there are no properties with funding opportunities.

## **WHAT IS A FIRST-TIME HOMEBUYER?**

Anyone who has not owned a home for the past three years is a first time home buyer. Single parents and displaced home makers who owned or resided in a home with a spouse during the last three years are also first time home buyers.

## **IS THERE FUNDING AVAILABLE TO REHABILITATE?**

Presently the City of Newburgh does not provide funds to rehabilitate properties.

## **HOW DO YOU ACQUIRE PROPERTIES?**

We acquire properties through tax foreclosure, donations or city-owned surplus.

## **WHEN DO YOU THINK YOU'LL HAVE MORE PROPERTIES?**

We are getting and selling properties all the time. Just check our website once a month to keep updated (mark it as your favorite).

## **CAN I BUY A PROPERTY AND JUST HOLD IT FOR FUTURE DEVELOPMENT?**

No, you must have a project in mind and complete it within the given timeframe.

**THERE'S A PROPERTY THAT I KNOW IS OWNED BY THE CITY OF NEWBURGH, BUT IT IS NOT ON THE AVAILABLE LIST? WHY IS THAT? CAN I STILL MAKE AN OFFER ON THE PROPERTY?**

If there is a property that is owned by the City of Newburgh, but is not listed as "available for purchase", then the City of Newburgh is not entertaining offers at this time. However, you may submit a **Letter of Interest**. Please continue to check our website for upcoming sales.

**HOW MUCH IS THE PROPERTY AND HOW IS IT DETERMINED?**

The City of Newburgh reserves the right to determine that any parcel is in a prime market area and price accordingly. The prices of the parcels could change based on demolition costs or other costs incurred in the maintenance/cleanup of the lot.

**WHO DO I CONTACT TO TAKE A SITE VISIT/INSPECTION OF THE PROPERTIES FOR SALE?**

When safety conditions allow, properties may be personally inspected. If a site visit is not already scheduled for the property you are interested, then call the Dept. of Planning & Development. Property inspections are performed on Fridays, 9:00am – 1:00pm BY APPOINTMENT ONLY. Contact Tara Miller @ 845-569-9400 to schedule a property inspection. You are encouraged to bring your rehabilitation team to the inspection, i.e. architects, contractors, etc.

**WHAT IF I AM GOING TO RENT THE PROPERTY TO OTHERS?**

You are considered an investor. It is the City of Newburgh's first priority to sale the properties to owner-occupants – such persons who will commit to residing in the premises as their primary residence for a minimum of five (5) years. If there is no qualified owner-occupant, then the property will be sold to a qualified investor.

**IS THIS WHERE YOU BUY A HOUSE FOR \$1?**

On a rare occasion we offer a home for \$1, but only under special circumstances, for instance, where it would be rehabilitated for a Habitat For Humanities home.

**HOW DO I KNOW THAT THE HOMES I'M BUILDING WILL FIT ON THE LOTS YOU'RE SELLING?**

Make an appointment with the Building Inspector's office, 845-569-7400. Bring in photos and dimensions of the home you're planning to build. They will help determine if the lot is appropriate for your use.

**CAN I BUY THE ADJACENT LOT TO MY HOUSE FOR A SIDE YARD EVEN IF IT'S BUILDABLE?**

No, our policy is to sell buildable lots for residential infill. Our goal is to increase homeownership in City of Newburgh neighborhoods.

**SHOULD I GO AHEAD AND CALL THE CITY COUNCIL IF I SEE SOMETHING I WANT TO BUY?**

No, our staff will call to schedule you on the agenda when it is appropriate to do so.

**WHAT TYPE OF DEED WILL YOU PREPARE FOR ME?**

Quit-Claim Deed

**CAN I BUY ONE OR TWO LOTS FROM COLLECTION OF PROPERTIES?**

Our goal is to increase homeownership in City of Newburgh neighborhoods. There are opportunities for development of a collection of properties via our Request For Proposal (RFP) process.

**IF I BRING A CHECK TODAY, WILL YOU HOLD THE PROPERTY FOR ME OR CAN I BUY IT NOW?**

No, there is an application process. You can download our application from the web, or you can stop by to pick up an application with instructions. The project must go through several levels of approval: internal review (consisting of city staff), independent board approval (if required) and finally City Council approval.

**WHEN IS AN APPLICATION DUE AND IS THIS A BID SITUATION?**

There is normally a deadline set forth on the website and flyers distributed for the sale of the property. We will accept and review all applications received within that time period. If no viable application is received within that timeframe, then, the property will be sold in a later round of property sales to an application that meets all the criteria.

**WHAT DO I NEED TO INCLUDE WITH MY APPLICATION?**

There is a list of attachments on the application and an explanation for each one of these on the instruction sheet. Both the application and instruction sheet can be found on the website and at the Department of Planning & Development.

**ARE THERE ADDITIONAL FEES FOR THE APPLICATION OR AT CLOSING?**

No, there is no application fee. At closing you will be required to pay the price of the property, 2003-2004 and 2004-2005 School Taxes, plus recording fees. Once your offer is accepted you will receive a closing statement from our Corporation Counsel.

**DO I NEED TO REZONE THE PROPERTY? HOW MUCH WILL THAT COST?**

It is advisable that you check to see if you will need a zoning variance and how much it will cost you prior to applying. There are a range of costs, depending on the type of application. Check with the Building Inspector's Office @ 845-569-7400.

**ARE THERE ANY LIENS ON THE PROPERTIES THAT I MAY PURCHASE?**

We recommend that you secure your own title search.

**WHAT IF I DON'T COMPLETE MY PROJECT FOR SOME REASON?**

There is a revert clause in the deed that will enable the City of Newburgh to reclaim the property.

**THERE'S A PROPERTY BOARDED UP ON THE STREET NEAR BROADWAY, CAN I BUY IT?**

We are unable to discuss availability unless we know the correct address of the property. Please identify the address by looking at neighboring properties; you may also check the map located in the Dept. of Planning & Development.

**WHAT ARE THE TAXES ON PROPERTY (BACK/CURRENT)?**

The Tax Collector's office can provide information regarding property taxes. Please note, when purchasing property from the City of Newburgh, you are responsible to settle the property's school tax for the prior two (2) years.

**WHAT'S THE PRICE I SHOULD BID?**

You should bid an amount that you can afford. The minimum bid is indicated on the property description sheet. We also suggest that you take advantage of a site visit where you are able to bring your contractor, architect, handyman, etc and take a walk through the property. After the site visit you will be better able to determine a fair price and understand the depth of work required to renovate the property.